

NIH MANUAL 1130, Travel #8
DATE: 07/22/99
REPLACES: 11/30/90
ISSUING OFFICE: OFM 435-2927

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DELEGATIONS OF AUTHORITY
Missing, Injured and Deceased Employees and
Deceased Dependents

Authorities Delegated

1. To authorize and approve any travel and transportation related payments in connection with an injured or deceased employee or deceased dependent(s).
2. To authorize and approve the transportation of dependents, household goods, and personal effects of any person in active service or federal employment who is officially reported as injured, dead, missing (for 30 or more days), or captured by hostile forces.
3. To authorize and approve transportation of attendants or escorts for personal effects.

To Whom Delegated

Area of Authority

Deputy Director	NIH
Deputy Director for Management	NIH
IC Directors/Deputy Directors/ Executive Officers	Respective Area
OD Executive Officer	OD with the exception of ORS
Associate Director for Research Services	ORS

Limitations/Guidance

1. Each of the authorities delegated above must be exercised in accordance with all applicable statutes, regulations, Federal Travel Regulations or Joint Federal Travel Regulations as appropriate, and Departmental and NIH policies.
2. As a matter of Departmental policy, no official may authorize or approve his or her own travel. All redelegations must be in writing. A copy of the redelegation must be retained by the official making the delegation and by the incumbent of the position to whom the redelegation is made. A copy of the redelegation must also be sent to the respective administrative office.

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3. All previous delegations of authority inconsistent with the provisions of this delegation are superseded.

Redelegation

These authorities may be redelegated. However, they should be retained at the highest administrative level necessary to ensure that programs are conducted effectively by the appropriate officials, without compromising program integrity, and without undue delay.

Citations

1. 5 U.S.C. 302, 5701 et seq. and 8102; 10 U.S.C. 1482; 42 U.S.C. 203, 216, 238c and 281
2. Federal Travel Regulations, 41 CFR Subpart 101-40.2
3. Joint Federal Travel Regulations
4. HHS Travel Manual Chapters 7-10 and 7-20
5. The Missing Persons Act, as amended (Pub. L. 83-16)
6. Travel Expense Act of 1949 (Pub. L. 94-22)
7. Memorandum to Heads of Operating Divisions from the Deputy Assistant Secretary, Finance, OS, dated March 6, 1996, entitled: ADelegations of Authority@
8. Secretary's Reorganization Order of September 25, 1995 (60 FR 51480 (October 2, 1995))

/s/
Harold Varmus, M.D.
Director, NIH

Effective date: 07/22/99